

Safety Advisory Committee

May 3, 2013
1:30 – 3:00 PM

Minutes

Committee Member	Representing	Present
Anderson, Erik	Materials Sciences Division	X
Bello, Madelyn	Human Resources Advisor	X
Blodgett, Paul M.	Environment, Health and Safety Division	X
Bluhm, Hendrik	Chemical Sciences Division	X
Christensen, John N.	Earth Sciences Division	X
Dardin, Steve	Physics Division	*
Floyd, Jim	Safety Advisory Committee Chair	X
Franaszek, Stephen	Genomics Division	X
Fujikawa, Brian	Nuclear Science Division	
Giuntoli, Patricia	Computing Sciences Directorate	
Lunden, Melissa	Environmental Energy Technologies Division	X
Martin, Michael C.	Advanced Light Source Division	X
More, Anil V.	Office of the CFO Advisor	
Sauter, Nicholas	Physical Biosciences Division	X
Seidl, Peter	Accelerator & Fusion Research Division	X
Taylor, Scott E.	Life Sciences Division	
Tomaselli, Ann	Information Technology Division	X
Tucker, Eugene	Facilities Division	X
Thomas, Patricia M.	Safety Advisory Committee Secretary	X
Wong, Weyland	Engineering Division	X

Others Present: James Basore, Joe Dionne, Michelle Flynn, Howard Hatayama, David Kestell, Michael Kritscher, Robert Mueller, *Frank Rosado for Steve Dardin, Nancy Rothermich, Jack Salazar, Andreas Schmid, Mark Scott, Ann Tomaselli, Theresa Triplett, Tammy Welcome, Bill Wells, Mike Wisherop, Lydia Young

General Comments – Jim Floyd

- **Introducing Hendrik Bluhm** – Hendrik Bluhm has joined the Committee as the Chemical Sciences Division Representative.
- **Transportation follow-up** – Andreas Schmid got the conversation going about traffic and pedestrian safety. He is now working with the Subcommittee on plans to test some of his ideas.
- **Gift equipment** – There have been some issues raised about how to ensure safety review of gift equipment. A group of Division Safety Coordinators is working on the issues. Requirements Management has policy oversight. There is an action item in the Corrective Action Tracking System (CATS).

- **Pressure Safety** – Requirements for Engineering Safety Notes for pressure systems are being more strictly enforced by EHSS. There have been concerns that too many Activity Hazard Documents (AHDs) are being required.
- **After-Hours Taxi** – Glenn Kubiak recently announced a decision to discontinue the free after-hours taxi service. He had concerns about cost and non-essential uses of the system. The Traffic and Pedestrian Safety Subcommittee is looking at the issue. The taxi service was initiated as a corrective action after a 2009 explosion that resulted from a researcher rushing to finish an experiment in time to catch the last bus to avoid walking alone through unsafe areas. The Advanced Light Source and other user facilities have a lot of people working during nights and weekends. People used to be able to call Security for after-hours rides to the BART station, but this service was also discontinued. The Division Safety Coordinators will discuss the impacts of the decision.

Work Planning and Control Update – Michelle Flynn

The new Work Planning and Control system that is being developed will consolidate work authorizations into one database. A software development vendor has been selected. The full system should be ready for pilot testing in 12-15 months. (For the Requirements Management module, the web application pilot is underway now.) Michelle Flynn has been working with selected Divisions to develop a vision of the future state. There will be a presentation to the Laboratory Safety Advisory Council in May. (Update: May LSAC meeting rescheduled for July. The Work Planning and Control team is planning presentations to individual Division Deputies and/or groupings by Associate Lab Director).

Requirements Management Pipeline – Mike Wisherop

The following are highlights of policies in the process of development:

- **Smoking policy revision** – LBNL will not be going “smoke-free”; however, there will be designated smoking areas.
- **Controlled substances** – The working group has developed a draft policy.
- **Space release** – The working group has developed a draft policy. Several Divisions are participating in a pilot test that will end in May or June.
- **Nanoparticles** – Department of Energy (DOE) policy requires that personnel working with engineered nanoparticles be offered the opportunity to receive a general physical examination. A pilot test of the medical surveillance system is planned at the Molecular Foundry.
- **Continuity of Operations** – A draft policy is being reviewed by the working group.

- **National Fire Protection Association (NFPA) high-hazard chemicals** – The requirements will define when and how Protective Services must be notified.
- **Lockout-Tagout** – The working group has developed draft requirements. Mark Scott is accepting comments on the draft.
- **Radiation Safety** – There will be a new Radiation Control Manual.
- **EHSS Hotline** – EHSS is offering around-the-clock response to urgent customer requests. This system started in February.

See details below:

Change/ Requirement	Documents	Policy/Program	Significance	Status
Designated smoking areas, smokeless tobacco not permitted indoors or in Lab vehicles, provide smoking education and cessation resources	RPM	Smoking (HR/EHSS)	A	Working group established. Policy revisions drafted, smoking education and cessation informational website up, seeking funding for establishment of designated smoking areas and communications campaign.
New Controlled Substances Policy and Program	RPM, Program	Controlled Substances (PS)	C	Significance Rating Analysis, and Implementation Plan submitted. Working group established, policy drafted.
New Technical Area Release Policy	RPM	Technical Area Release (WPC/EHSS)	C	Significance Rating Analysis and Implementation Plan Submitted. Policy Drafted. Pilot web application to be launched.

Engineered nano-particles medical surveillance (DOE O 456.1)	CHSP	Chemical Safety Program	C	Significance Rating Analysis and Implementation Plan submitted. Planned pilot of medical surveillance application.
Continuity of Operations Plan major revision (DOE O 150.1)	RPM, COOP	Continuity of Operations Policy and Program (PS)	C	Policy in final draft, being communicated to divisions, needs sign off. Program being drafted by the SME not expected until 10/13.
Reporting purchases of NFPA HH 3+ at higher quantities to Emergency Management (DOE O 151.1)	EM Doc TBD, CHSP	Emergency Management Program (PS)	D	Preliminary management approval; have sig. rating analysis and implementation plan; need text and location.
Major revision to process and training (10 CFR 851)	RPM, ESH Manual; new program	Electrical Equipment Safety Policy and Program	C	Final draft submitted, implementation plan executed, awaiting sign off.
Major revision to LOTO program (10 CFR 851)	RPM, ESH Manual	LOTO Policy and Program	C	Working group completed first draft, out for stakeholder input. Have significance rating analysis and early version of implementation plan.

Change to Radiation Safety Program – Conversion to Rad Con Manual format, and addition of new requirements from DOE O 458.1 CH. 2. Significant change for Lab radiological clearance and release program.	RPM/EHS Manual/Rad Con Manual	Radiation Safety, Environmental Radiation	TBD	RPG is working with the RSC on requirements, language and format of Rad Con manual. Need sig rating analysis and implementation plan. 4 of 7 Policies in draft.
Procedure documenting how EHSS will receive and respond to urgent calls for assistance and how information will be documented.	ESH Manual	General ES&H Requirements, Responsibilities, and Work Practices (new work process)	E	Significance rating analysis and Implementation Plan completed.

Other discussion:

- Howard Hatayama thanked the participants in a successful effectiveness review of Requirements Management, particularly Mike Wisherop and Lydia Young.
- The Biosafety Committee Integrated Hazards Assessment is ready for implementation.

Risk Management Initiatives

Controlled Substances Program – Nancy Rothermich

The Controlled Substances Program will be under the responsibilities of Protective Services. Listed Substances are the ingredients that could be used to make Controlled Substances. There are no reporting requirements for researchers using Listed Substances – the reporting requirements is for the distributors. Life Sciences Division and Physical Biosciences are the primary users of Controlled Substances for research purposes. The reporting protocol is being updated and automated. Procurement will help researchers identify which substances are affected by the requirements. Buying will be restricted to ebuy or 1-time purchase orders. Researchers will be encouraged to substitute exempt preparations where possible.

The DOE Order for Sensitive Property requires an annual report. LBNL has benchmarked how other Labs are meeting the requirement. A working group reviewed the issue. There are centralized or decentralized registration options. Each physical location where Controlled Substances are used or stored must be registered.

Arthur Patterson is working on a communication plan, including training.

Brian Strock will be the approver of plans to use Controlled Substances. The plans will require access restrictions and background checks through Human Resources. The quantities of substances must be inventoried and tracked, packing slips must be retained, and Security must be notified of any losses. Disposal will be arranged through Protective Services.

Electrical Safety Update – Robert Mueller and Mark Scott

There have been some membership changes in the Electrical Safety Subcommittee, to broaden research Division participation. The Subcommittee is working on improving LBNL electrical safety culture, by preparing a booth for display at safety fairs and functions, such as the Joint Genome Institute safety fair June 12 and the Emergency Preparedness fair on June 13. The focus will be on home electrical safety. The EHS00260 electrical hazards awareness training is being reconfigured to better meet the needs of two categories of people – lab technicians and researchers who are not Qualified Electrical Workers.

EHSS is starting an internal assessment of the electrical safety program, to gather data for an update of PUB-3000, Chapter 8 next year. The assessment team will be interviewing a range of people. There may be a need for tiered levels of personnel qualifications and authorizations, depending on the hazard level of work.

A meeting was scheduled for Tuesday, May 7, to discuss proposed changes to Lockout-Tagout (LOTO) requirements. There will be changes to procedures and training. There will be responsibilities for a Person in Charge to establish and manage a safe zone. There will be a standard template for LOTO procedures. There will be a Division LOTO procedure approval process. All isolations must be locked out. If there are several possible scenarios, each one must have a separate LOTO procedure, rather than several “if/then” options in one procedure. For complex LOTOs, a designated Responsible Person must provide LOTO briefings. There will be some changes to the tags. The training courses will be tailored to the person’s role and level of responsibility.

LOTO includes other types of energy besides electrical. There will be some changes that will impact laser labs and radio frequency experiments. Interlocks (with the exception of Radiation Protection Program credited interlock systems)

are not sufficient for ensuring de-energized work. The Laser Safety Subcommittee will be reviewing the laser safety policy.

Robotic systems may require LOTO for mechanical energy hazards. The Advanced Light Source robotics procedure includes LOTO. Anyone interested in collaborating on improving robotics LOTO should contact Jim Floyd or Bob Mueller.

The meeting was adjourned at 2:30 PM
Respectfully submitted, Patricia M. Thomas, SAC Secretary